

## Non-Contracted, Concrete-Goods Vendor Request Form

To request to have a new non-contracted concrete goods vendor created in MPER, please complete the following form and email it to Terri Moore at [Tirzha.Moore@AlleghenyCounty.US](mailto:Tirzha.Moore@AlleghenyCounty.US). All fields listed on this form are mandatory. Please fill in the 'Value' column for each field listed below.

Field Name	Notes	Value																								
Agency/Facility	Tax Name as Verified on W-9																									
Provider type	Need to specify whether this is a Direct Service Provider (DSP) and/or Vendor (will most likely just be a vendor)	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; text-align: center;">DSP</td> <td style="width: 50%; text-align: center;">Vendor</td> </tr> </table>	DSP	Vendor																						
DSP	Vendor																									
Provider category	Always choose Non-Contracted	Non-Contracted																								
Type of service at location	Always choose N/A	N/A																								
Legal status	Choose either Profit or Non-Profit	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; text-align: center;">Profit</td> <td style="width: 50%; text-align: center;">Non-profit</td> </tr> </table>	Profit	Non-profit																						
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Business designation	<p style="text-align: center;">Choose one from:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Corporation</td> <td style="width: 33%;">Individual</td> <td style="width: 33%;">Corporation</td> <td style="width: 33%;">Individual</td> </tr> <tr> <td>Estate/Trust</td> <td>Partnership</td> <td>Estate/Trust</td> <td>Partnership</td> </tr> <tr> <td>Government/ Non-Profit</td> <td>Public Service Corporation</td> <td>Government/ Non-profit</td> <td>Public Service Corporation</td> </tr> <tr> <td>Sole Proprietorship</td> <td></td> <td>Sole Proprietorship</td> <td></td> </tr> </table>	Corporation	Individual	Corporation	Individual	Estate/Trust	Partnership	Estate/Trust	Partnership	Government/ Non-Profit	Public Service Corporation	Government/ Non-profit	Public Service Corporation	Sole Proprietorship		Sole Proprietorship		<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; text-align: center;">Corporation</td> <td style="width: 50%; text-align: center;">Individual</td> </tr> <tr> <td style="text-align: center;">Estate/Trust</td> <td style="text-align: center;">Partnership</td> </tr> <tr> <td style="text-align: center;">Government/ Non-profit</td> <td style="text-align: center;">Public Service Corporation</td> </tr> <tr> <td style="text-align: center;">Sole Proprietorship</td> <td></td> </tr> </table>	Corporation	Individual	Estate/Trust	Partnership	Government/ Non-profit	Public Service Corporation	Sole Proprietorship	
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Sole Proprietorship																										
Billing address	The billing address of the vendor																									
Phone number	The phone number of the vendor																									
<b>Concrete goods type</b>	Clothing, Furniture, Rent, Utilities, Medical/Dental, Appliances, Respite/Babysitting, Education/Tutoring, Other and Household Goods																									